

**ABSTRACT**

A removable surface positioning guide for a rotary hand-held tool provides one or more adjustable features for selective positioning of a surface engaging bit driven by the rotary hand-held tool. The surface positioning guide may include a pivot joint between a guide base and a mounting adapter. The guide base pivots relative to the mounting adapter about the pivot joint between operable positions. The surface positioning guide may include at least one spring supported by the mounting adapter either directly or indirectly that biases a guide base axially away from the mounting adapter. The guide base is movable toward the mounting adapter against the biasing of the at least one spring to effect a plunging movement. The surface positioning guide may include a reversible or interchangeable base flange with differently configured faces that are adapted to be placed against a working surface.